Waltham Police Department

MedReturn Drug Collection Unit- Chapter 85

Effective Date: 1/2014
Accred. Standard:

Definition

The MedReturn Collection Unit and secure sharps return unit is a safe, effective and sustainable way to collect unwanted or expired household prescription, over the counter and other unused medicines, and sharps.

Purpose

The purpose of this unit is to allow the public anonymous disposal of unwanted medication, twenty-four hours a day, in a safe environment.

Authorized Users

The Unit shall be maintained by the Evidence/Property Room Officer and the Supervisor of the Investigations Unit.

Location

The MedReturn Kiosk is located in the Main Foyer of the Waltham Police Department and as such is under continuous video surveillance. The secure sharps unit is placed next to the kiosk.

Access

Two keys are available for the MedReturn Unit. One keys is secured in the evidence room and one key is locked in the desk of the Detective Supervisor and shall be signed in and out as needed by the Evidence Officer and Supervisor.

Procedure

1. The MedReturn Unit and secure sharps unit shall be emptied as needed on an "on demand" schedule.

2. Removal of Med Return items shall be done by two authorized individuals:
    a. The Evidence Officer
    b. The Detective Supervisor

3. All items are in a full seated box within the Unit. The two individuals listed above will remove the box, seal it, and initial.

4. The sealed box shall then be logged into the Evidence Tracking System as MedReturn pending destruction and

5. Shall then be secured in the Department's Evidence Trailer, separate from

any other drug evidence.

6. When ready for destruction, Officer and Supervisor shall transport the substances to the appropriate destruction site, internally and observe and document the destruction process.

7. The sharp kiosk will be emptied on an on call as needed basis. 24 Hour Trauma is called when the sharps container is full. The key to the sharps container is in Police Operations.